

SECRET

24 March 1971

MEMORANDUM FOR: Chairman, Agency Task Force
on Reports Reduction

SUBJECT : Reduction Goals

The Intelligence Directorate goal for reduction of administrative report costs will be met by:

1. Reducing the cost of an FBIS Production Group Production Report by [] and,

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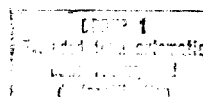
2. Streamlining some procedures for preparing responses to the Program Call throughout the Directorate, thereby reducing the cost by at least \$4 thousand.

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25X1

DD/I Planning Officer



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